The Board of Cosmetology meeting was called to order at approximately 9:00 a.m., by Ms. Myra Jowers, Chair.

**Board Members Present**
- Myra Jowers, Chair
- Donna Osborne, Vice Chair
- Monica Smith
- Ginny Fincel
- Candido Llano

**Board Members Absent**
- Rosabel Ramos

**Other Persons Present**
- Secretary Chuck Drago, Department of Business and Professional Regulation
- April Dawn Skilling, Deputy General Counsel, Department of Business and Professional Regulation
- Charles Tunnicliff, Chief Attorney, Office of the General Counsel, Department of Business and Professional Regulation
- Robyn Barineau, Executive Director, Department of Business and Professional Regulation
- William Oglo, Assistant Attorney General, Department of Legal Affairs
- Elizabeth Duffy, Assistant General Counsel, Office of the General Counsel, Department of Business and Professional Regulation
- Dana Ewaldt, Government Analyst, Department of Business and Professional Regulation
- Sam Farkas, Deputy Press Secretary, Office of Communications, Department of Business and Professional Regulation

**Interested Parties Present**
- Diana Garcia, Court Reporter
- Rick Wallace, Florida Association of Beauty Professionals
- Jerry Gardner, Elite CME
- Laurel Ritenbaugh, Plant City High School
- Evelyn Lockett, Sheridan Technical School
- Christine Sipelli, Sheridan Technical School
- Joseph Caetano, Bostonian Hair Studio
John Conley, The Hairwraps Company
Janet McCormick
Barbara Saposato, Respondent
Heather Prahl, Respondent
Nicky Tran, Respondent
Mark Thomas, Respondent
Amy Green, Respondent
Yaqueline Merino, Respondent
Maya Thomas, Maya’s School of Beaute
Sadande Sy, Ebrading.net
Carol Smith, Ebrading.net
Carrie Crawford, Ebrading.net
Mathias Kouadio, Ebrading.net
Aminata Diba
M. Diba
Hassan Diop
Khandy Ndiaye
Aminata Kaba
Amy Diaw
Mariama Ndiaye
Ernisa Barnwell
Frank Ose-Awrol
Diana Osei

The meeting was opened with a roll call and a quorum was established. Chair Jowers excused Ms. Rosabel Ramos’ absence from the meeting.

Ms. Robyn Barineau, Executive Director, introduced Secretary Chuck Drago to the board. Secretary Drago thanked the board for the opportunity to join their meeting and extended his appreciation to the members for their service on the board and for their commitment in working together for the consumer and for the profession. Secretary Drago echoed former Secretary Benson’s focus for streamlining department processes, reducing call wait time with the Customer Contact Center, and reducing the application processing time. Secretary Drago thanked the Legislature for their continued support of these important initiatives. Secretary Drago presented the board with a poster which highlighted unlicensed activity in the cosmetology profession. The poster and others like it focusing on unlicensed activity will be displayed in public areas such as major malls as part of a full media campaign for public awareness and education. The board thanked Secretary Drago for attending the meeting.

Ms. Barineau also introduced and welcomed Deputy General Counsel April Dawn Skilling, Chief Attorney Charles Tunnicliff, and Deputy Press Secretary Sam Farkas to the board meeting.
Approval of Minutes: January 28, 2008

Ms. Donna Osborne, Vice Chair, moved to approve the minutes from the January 28, 2008, board meeting. Ms. Ginny Fincel seconded the motion. The motion passed unanimously.

Disciplinary Matters

Mr. William Oglo, Assistant Attorney General, inquired if all the board members had received their board meeting materials and if the members had reviewed all the materials. All members responded in the affirmative to these questions.

Informal Hearings

Regarding Case No. 2006-065746 against Amy C. Green of Lake Placid, Ms. Elizabeth Duffy, Assistant Attorney General, informed the board that the Respondent had elected an informal hearing in the matter. Ms. Green was present for the meeting and was sworn in by the Court Reporter. Ms. Duffy presented the department’s case in this matter and suggesting assessing a fine of $1,000 and costs of $127.31. Vice Chair Osborne moved that the board find the Respondent was properly served with the Administrative Complaint, that there was competent and substantial evidence to support the allegations as set forth in the Administrative Complaint and impose a fine of $1,000 and costs of $127.31 to be paid over a period of six months, with the first payment of $127.31 due within 30 days of the final order and five monthly payments of $200. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-043092 against Barbara Sposato of Port Richey, Ms. Duffy informed the board that the Respondent had elected an informal hearing in the matter. Ms. Sposato was present for the meeting and was sworn in by the Court Reporter. Ms. Duffy presented the department’s case in this matter and suggesting assessing a fine of $500 and costs of $55.32. Vice Chair Osborne moved that the board find the Respondent was properly served with the Administrative Complaint, that there was competent and substantial evidence to support the allegations as set forth in the Administrative Complaint and impose a fine of $500 and costs of $55.32 to be paid over a period of six months, with the first payment of $55.32 due within 30 days of the final order and five monthly payments of $100. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-007707 against Cartoon Cuts of Ft. Lauderdale, Ms. Duffy requested that the case be pulled from the agenda to be considered at a later date.

Regarding Case Nos. 2006-065653 and 2006-065662 against David Beaudrie and International Health & Skin Care Institute of Odessa, Ms. Duffy requested that the cases be pulled from the agenda to be considered at a later date.
Regarding Case Nos. 2006-063594 and 2006-050397 against Healther Prahl of Lakeland, Ms. Duffy informed the board that the Respondent had elected an informal hearing in the matter. Ms. Prahl was present for the meeting and was sworn in by the Court Reporter. Ms. Duffy presented the department’s case in this matter and suggested assessing a fine of $500 and costs of $117.19. Vice Chair Osborne moved that the board find the Respondent was properly served with the Administrative Complaint, that there was competent and substantial evidence to support the allegations as set forth in the Administrative Complaint and impose a fine of $500 and costs of $55.32 to be paid over a period of six months, with the first payment of $117.19 due within 30 days of the final order and five monthly payments of $100. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-012458 against Salon Ceilo and Spa #3234 of Palm Beach Gardens, Ms. Duffy stated that the Respondent elected an informal hearing however, the Respondent was not present for the meeting. Ms. Duffy presented the department’s case and suggested assessing a fine of $1,000 and costs of $114.47. Ms. Duffy informed the board that the fine and costs were paid in full. Vice Chair Osborne moved that the board find the Respondent was properly served with the Administrative Complaint, that there was competent and substantial evidence to support the allegations as set forth in the Administrative Complaint and impose a fine of $1,000 and costs of $114.47. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-036245 against Sophisticated Styles of Palm Harbor, Ms. Duffy informed the board that the Respondent had elected an informal hearing in the matter. Mr. Mark Thomas was present for the meeting and was sworn in by the Court Reporter. Ms. Duffy presented the department’s case in this matter and suggested assessing a fine of $500 and costs of $50.32. Vice Chair Osborne moved that the board find the Respondent was properly served with the Administrative Complaint, that there was competent and substantial evidence to support the allegations as set forth in the Administrative Complaint and impose a fine of $500 and costs of $50.32 to be paid within 30 days of the final order. Ms. Fincel seconded the motion and the motion passed unanimously.

### Motions for Waiver of Rights and Final Order

Unless otherwise stated, by appropriate motion the board found that the Respondent was properly served with the Administrative Complaint, the Respondent failed to respond within 21 days thereby waiving their right to elect a hearing in this matter, the board accepted the allegations as stated in the Administrative Complaint and adopted them as the findings of fact and conclusions of law of the board, and imposed the penalties shown below:

- Cornerstone Beauty Salon; Orlando
  Case No. 2007-018377
  $2,500 fine and $26.00 costs
- Fade Masters, d/b/a Fade Experts; Tampa  
  Case No. 2006-030454  
  $1,000 fine and $51.55 costs

- Gift Hair Design; Pensacola  
  Case No. 2007-047919  
  $500 fine and $56.80 costs

- Latecia Davis, d/b/a Platinum Hair Studio; Lake Monroe  
  Case No. 2007-002991  
  $500 fine and $50.37 costs

- Tabitha Toombs; Ft. Pierce  
  Case No. 2007-003234  
  $1,500 fine and $114.47 costs

- Tai Buu Nguyen; Tampa  
  Case No. 2007-043319  
  $500 fine and $43.23 costs

Regarding Case No. 2006-052530 against Nail 1st & Spa of Jensen Beach, Ms. Duffy presented the department’s case and suggested assessing a fine of $1,500 and costs of $216.04. The Respondent was not present for the meeting. Vice Chair Osborne moved that the board find that the Respondent was properly served with the Administrative Complaint, the Respondent failed to respond within 21 days thereby waiving their right to elect a hearing in the matter, that the board accept the allegations as stated in the Administrative Complaint and adopt them as the findings of fact and conclusions of law of the board and impose a fine of $1,500 and costs of $216.04, plus six months probation against the Respondent’s salon license CE9962111, and in the event the Respondent fails to comply with the terms of the probation, the Respondent’s salon license will be suspended for the remaining period of the probation.

Regarding Case No. 2007-022894 against Sandra Tassy of West Palm Beach, Ms. Duffy presented the department’s case and suggested assessing a fine of $1,000 and costs of $105.45. The Respondent was not present for the meeting. Vice Chair Osborne moved that the board find that the Respondent was properly served with the Administrative Complaint, the Respondent failed to respond within 21 days thereby waiving their right to elect a hearing in the matter, that the board accept the allegations as stated in the Administrative Complaint and adopt them as the findings of fact and conclusions of law of the board and impose a fine of $1,000, costs of $105.45 and a letter of reprimand. Ms. Fincel seconded the motion and the motion passed unanimously. Vice Chair Osborne requested Ms. Duffy contact the Regional Inspection Office for a follow-up inspection to ensure that Ms. Tassy is no longer working unlicensed.
Settlement Stipulations (Continued)

Regarding Case No. 2007-013488 against Khady Ndiaye of St. Petersburg, Ms. Duffy informed the board that the matter was agendaded as a Motion for Waiver of Rights and Final Order, however, the Respondent was present for the meeting and requested to enter into a Settlement Stipulation in this matter. Ms. Ndiaye was sworn in by the Court Reporter. Ms. Duffy presented the department’s case and suggested assessing a fine of $150.00. Vice Chair Osborne moved that the board adopt the Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-055788 against Charles Ballaguel of Port St. Lucie, Ms. Duffy presented the department’s case and suggested assessing a fine of $1,000 and costs of $130.33. Vice Chair Osborne moved that the board adopt the Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2006-059855 against Chic and Sassy of Orlando, Ms. Duffy presented the department’s case and suggested assessing a fine of $1,000. Vice Chair Osborne moved to reject the department’s suggested settlement. Vice Chair Osborne moved that the board impose a fine of $1,000, plus a one-year period of probation against the Respondent’s salon license CE84418, and should the Respondent fail to comply with the terms of the probation, as incorporated in the terms of the Final Order, the Respondent’s salon license will be suspended for the remaining period of the probation.

Regarding Case No. 2007-005574 against City Nail Salon of West Palm Beach, Ms. Duffy presented the department’s case and suggested assessing a fine of $1,500 and costs of $147.14. Vice Chair Osborne moved to reject the department’s suggested settlement. Vice Chair Osborne moved that the board impose a fine of $1,500, costs of $147.14, a one-year period of probation against the Respondent’s salon license CE84267, and should the Respondent fail to comply with the terms of the probation, as incorporated in the terms of the Final Order, the Respondent’s salon license will be suspended for the remaining period of the probation.

Regarding Case No. 2007-015557 against Jose G. Otero of Kissimmee, Ms. Duffy presented the department’s case and suggested assessing a fine of $500 and costs of $28.09. Vice Chair Osborne moved that the board adopt the Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-007696 against Myrline Marseille of Hypoluxo, Ms. Duffy presented the department’s case and suggested assessing a fine of $500 and costs of $114.87. Vice Chair Osborne moved that the board adopt the
Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order. Ms. Monica Smith seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-005581 against Nicky L. Tran of Lake Worth, Ms. Duffy presented the department’s case and suggested assessing a fine of $500 and costs of $147.14. Ms. Tran was present and was sworn in by the Court Reporter. Ms. Duffy informed the board that the fine and costs are paid in full. Vice Chair Osborne moved that the board adopt the Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order. Ms. Smith seconded the motion and the motion passed unanimously.

Regarding Case No. 2007-013256 against Tony’s Unisex Hair Care Center of Longwood, Ms. Duffy presented the department’s case and suggested assessing a fine of $1,000 and costs of $19.68. Vice Chair Osborne moved that the board adopt the Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order to be paid over a period of six months, with the first payment of $19.68 due within 30 days of the final order and five monthly payments of $200. Ms. Fincel seconded the motion and the motion passed unanimously.

Regarding Case No. 2006-041721 against Yaqueline Merino of Tampa, Ms. Duffy presented the department’s case and suggested assessing a fine of $500 and costs of $69.92. Vice Chair Osborne moved that the board adopt the Stipulation of the parties as the board’s final action in this matter and incorporate it and all of its terms into a Final Order to be paid over a period of six months, with the first payment of $69.92 due within 30 days of the final order and five monthly payments of $100. Ms. Fincel seconded the motion and the motion passed unanimously.

**Department Attorney Report**

Ms. Duffy informed the board that as of March 13, 2008, there were 206 open cosmetology cases in the legal section.

**Applications**

**Applications for Hair Braiding Courses**

- Naturally “U” Braid Studio, Inc.
  After review and discussion of the course application, Ms. Fincel moved to approve the application. Vice Chair Osborne seconded the motion and the motion passed unanimously.
Showtyme International Hair & More
After review and discussion of the course application, Ms. Fincel move to deny the application based on the reference of “alternative hair design” since that practice is beyond the scope of authority of a hair braider and based on the information of the course objective being unclear as to what is hands-on practice versus theoretical. Vice Chair Osborne seconded the motion. The motion passed unanimously.

Applications for Hair Wrapping Courses

Naturally “U” Braid Studio, Inc.
After review and discussion of the course application, Ms. Fincel moved to approve the application. Ms. Smith seconded the motion and the motion passed unanimously.

Applications for Body Wrapping Courses

Florida Academy of Massage & Skin Care
After review and discussion of the course application, Vice Chair Osborne moved to approve the course application with the contingency of removing from the course outline the reference to inch reduction and replace the reference of a body wrapper ‘license’ with body wrapper ‘registration’. Ms. Fincel seconded the motion and the motion passed unanimously.

Stacey Rice
After review and discussion of the course application, Vice Chair Osborne moved that the board approve the application with a contingency that the number of the course hours be included on the completion certificate correcting the typographical error of the word curriculum on the completion certificate. Ms. Fincel seconded the motion. The motion passed unanimously.

Continuing Education Provider and Course Applications

Informed
Course Renewal Application
HIV/AIDS – 4 Hours Internet
After review and discussion of the course application, Ms. Fincel moved to approve the application with the contingency of correcting license renewal section with the current fee updates and add the pedibath sanitation rule language to the cosmetology salon section. Vice Chair Osborne seconded the motion. The motion passed unanimously.

Cosmetologycampus.com
Course Renewal Application
Introduction to OSHA and the OSH Act – 1 Hour Internet
After review and discussion of the course application, Vice Chair Osborne moved to approve the application. Ms. Fincel seconded the motion and
the motion passed unanimously.

- **Cosmetologycampus.com**  
  Course Renewal Application  
  OSHA Health and Safety Programs – 1 Hour Internet  
  After review and discussion of the course application, Vice Chair Osborne moved to approve the application. Ms. Fincel seconded the motion and the motion passed unanimously.

- **Cosmetologycampus.com**  
  Course Renewal Application  
  Building Your Career – 1 Hour Internet  
  After review and discussion of the course application, Ms. Smith moved to approve the application. Ms. Fincel seconded the motion and the motion passed unanimously.

- **Cosmetologycampus.com**  
  Course Renewal Application  
  The Easy Way to Become Successful in the Beauty Industry - 1 Hour Internet  
  After review and discussion of the course application, Ms. Smith moved to approve the application. Ms. Fincel seconded the motion and the motion passed unanimously.

- **ASM Beauty World Academy, Inc.**  
  Course Renewal Application  
  16 Hour Continuing Education Course  
  After review and discussion of the course application, Ms. Fincel moved to deny the application based on misleading information reflected in the waxing precaution portion of the HIV infection prevention section; based on an incorrect reference to ethyl or grain alcohol as acceptable antiseptic agents; based on the information regarding cosmetology salon inspections not being current in accordance to 61G5-20.003, F.A.C.; based on missing information of epidermis layers from the epidermis section; and based on incorrect definitions reflected in the vocabulary section. Ms. Smith seconded the motion. The motion passed unanimously.

- **Cosmetologycampus.com**  
  Course Application  
  Teaching Methodology – 2 Hours Home Study & Internet  
  After review and discussion of the course application, Ms. Fincel moved to deny the application based on the information not being relevant to the cosmetology profession. Chair Jowers seconded the motion and the motion passed unanimously.
Committee Reports

Continuing Education Committee – Ginny Fincel, Chair

Ms. Fincel had no additional report at this time. Ms. Barineau thanked Ms. Fincel for her work regarding the review process of the continuing education course applications.

Rule Committee Report – Donna Osborne, Chair

Vice Chair Osborne had no additional report at this time.

Legislative Committee – Donna Osborne, Chair

Vice Chair Osborne informed the board that HB415 was progressing through the Legislature.

Old Business

Brazilian Keratin Treatments

At the last meeting, the board agreed to further research Brazilian Keratin Treatments. Ms. Barineau provided the board with material she found on the internet regarding the treatments. Ms. Barineau also contacted the Cosmetic Ingredient Review (CIR) for their position on the product as these treatments are known to contain formaldehyde in the substance that is applied to the hair for straightening purposes. The board agreed that they could suggest that .2 percent or less formaldehyde be used in the treatments as suggested by the CIR but that their laws and rules do not specifically address the subject matter. The board will continue to monitor this issue.

Other Business

Executive Directors Report


Ms. Barineau informed the board that as of December 31, 2007, the balances in the Operating and Unlicensed Activity Accounts were $1,464,191 and $870,000 respectively.

Ms. Barineau reminded the board that the fiscal year ends June 30, 2008, and she asked all members to submit their travel reimbursement vouchers as soon as possible.

Ms. Barineau informed the board that the complaints and investigative statistics report for July 2007 through February 2008 was included in the agenda for informational purposes.

Ms. Barineau informed the board that the Division of Regulation’s Inspectors are distributing the Consumer Protection Flyer to salons during inspections. To ensure that all salons are in compliance with the posting requirements, the notice will also be posted on the board’s website, and it will be distributed at the upcoming Premiere hair show.

Board Attorney’s Report


Mr. William Oglo, Assistant Attorney General, informed the board that the recent amendments to their rules were adopted.

The Division of Regulations noticed several contradictions in the citation rule 61G5-30.004, Florida Administrative Code. The board discussed the proposed amendments and agreed to the following changes:

- Three violations of the safety, sanitation or other salon requirements specified in Rule 61G5-20.002, F.A.C. - $200
- Four violations of the safety, sanitation or other salon requirements specified in Rule 61G5-20.002, F.A.C. - $250
- Five violations of the safety, sanitation or other salon requirements specified in Rule 61G5-20.002, F.A.C. - $500
- If there are more than five violations, a case should be opened.

Ms. Barineau will discuss these proposals with the Division of Regulation and with the Office of the General Counsel and provide their comments at the next board meeting.

Regulation Report

Ms. Barineau stated there was nothing further to report at this time.

Bureau of Education and Testing

Ms. Barineau stated there was nothing further to report at this time.
Board Member Comments

There were no further comments.

Chairperson Comments

Chair Jowers expressed her appreciation to the board members for their time, effort and dedication to the cosmetology profession.

Public Comments

Ebraiding.net, LLC Regarding Florida Hair Braider Registration

Ms. Carol Smith, Mr. Sahande Sy, Mr. Mathias Kouadio and Ms. Carrie Crawford from Ebraiding.net introduced themselves and gave a brief overview of their company. Mr. Sy noted that Ebraiding.net is attempting to reach an amicable solution for its Florida members who are not able to add hair extension and wefts as part of their hair braiding practice. Mr. Oglo provided Mr. Sy with an overview of the law making process and noted that Chapter 477, Florida Statutes, does not give the Board authority to amend their rule to allow a registered hair braider to add extensions and wefts, and that a statutory change would be necessary to allow the practice of adding extensions and wefts by a registered hair braider.

Ms. Maya Thomas added that she worked with former Representative Willie Dennis, the original sponsor of Florida’s hair braiding license law, and that the original proposal required hair braiders to complete 300 hours of education for the registration. Ms. Thomas stated that she was surprised when the number of hours required for the hair braider registration was reduced to 16 and that adding extensions and wefts was removed from the original language.

Chair Jowers stated that in 1998, she too worked with former Representative Dennis and was surprised that the language had been amended reducing the education requirement and excluded the extensions and wefts. Chair Jowers added that in her experience with adding or removing extensions that cutting, shaving, coloring and styling are practiced in conjunction to the hair braiding service.

Ms. Fincel stated that her school teaches hair extensions in their cosmetology program and that they sew in or glue in the artificial hair.

Ms. Khady Ndiaye noted that hair braiding is a part of the African-American culture and that many cosmetology programs do not teach the students how to actually braid the hair. She indicated that adding extensions does not require cutting the hair and, hair extensions are required most of the time when performing hair braiding.

Ms. Ernisa Barnwell stated that adding hair extensions is a core attribute to hair braiding and that hair braiding is considered a culture. Ms. Barnwell added that California and Nevada had cases involving similar situations and that some states do not regulate hair braiding under cosmetology, and that the practice is regulated by the
Public Health Department.

Ms. Crawford suggested a reasonable alternative would be to reclassify hair braiders from registrants to specialists, thus, allowing the addition of extensions and wefts. Ms. Crawford requested the board make an official assessment of the situation and requested the board declare a moratorium regarding the recent citations written to hair braiders for unlicensed activity.

Mr. Oglo read the definition of a hair braider, Section 477.013, Florida Statutes, and reminded the audience that the board is unable to provide advice contradicting the cosmetology law.

Mr. Rick Wallace, Florida Association of Beauty Professionals (FAB), informed the Ebirading.net attendees that in order to change or amend the law they should contact a legislator for assistance. Mr. Wallace added that he could assist them with contacting Representative Jennifer Carroll on this issue.

Mr. Hassan Diop indicated that the options being offered are all long term and lengthy, and was hopeful that a compromise could be reached regarding the current situation. Mr. Diop stated that he cannot do his job without adding extensions and, he will be forced to close his braiding shop.

Chair Jowers suggested the group conduct a summit to discuss the issue, contact legislators for assistance, and provide any proposed legislation to the department and the board for comment. Mr. Wallace offered FAB’s assistance with formulating a summit.

**Letter From Ms. Keri Graham Regarding Princess Parties**

The board discussed the letter from Ms. Keri Graham regarding cosmetology licensure requirements for princess birthday parties for little girls which will include pinning up hair, painting fingernails and applying makeup. The board agreed that licenses are necessary to offer this service. Mr. William Oglo, Assistant Attorney General, will respond to Ms. Graham.

**Email Inquiry From Ms. Deborah Groves Regarding Hot Stone Therapy**

The board discussed the email inquiry from Ms. Deborah Groves regarding hot stone therapy. The board decided that facial specialists, full specialists and cosmetologist can perform hot stone facials. Ms. Barineau will respond to the inquiry.

**Dates and Locations for Future Meetings**

Monday, July 28, 2008 – Orlando (There is a possibility that an additional day will be added to this meeting in order to incorporate a Rules Workshop)

Monday, October 13, 2008 - Ocala
Adjournment

There being no further business, the meeting was adjourned at 5:00 p.m.